



## CITY OF HEATH

Mark D. Johns  
Mayor

Keith B. Alexander  
Auditor

Richard S. Bindley  
Director of Law

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1287 Hebron Road \* Heath, OH 43056 \* P: (740) 522-1420 \* F: (740) 522-6324 \* [www.heathohio.gov](http://www.heathohio.gov)

Dear Heath Water Customer:

Many of you have asked for this! We listened and can now offer you "Direct Pay".  
Direct Pay will save you time and money.

Here's how this works. Like always, you will receive your water bill in the mail, but at the bottom it will say, "DO NOT PAY – AUTOMATIC DEBIT". You simply record the amount due into your checkbook ledger. On the due date (about two weeks after you receive the bill), the amount indicated automatically comes out of your checking account.

Direct Pay is safer and more secure than chancing your check in the mail. It's easy and automatic. You won't need to pay for a postage stamp, buy an envelope, write a check, or pay the high cost of fuel to hand deliver your payment. You won't pay your bill early and you won't pay late fees either. You will also be helping us to be more efficient. Automation works!

Simply complete the application below and return it to us with a "voided" check. (We need those routing symbols and your account information.) It's that easy!

Call us with questions.



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City of Heath Utilities  
1287 Hebron Road  
Heath, Ohio 43056  
(740) 522-1420 Ex. 201

## Request for Automatic Payment Plan and Authorization to Honor Deductions

As a convenience to me, I hereby request and authorize the City of Heath Utilities to charge my monthly utility costs by debiting my account the appropriate deductions as necessary. My rights, and the City of Heath's rights, in respect to each deduction shall be the same rights we each have as if one had personally written, signed and submitted a check for payment.

I understand I may terminate this mode of payment upon 30-days written notice. I also understand that if any payment be dishonored, with or without cause, intentionally or inadvertently, that will not diminish my indebtedness to this utility, nor will it create any liability to the holder of my account.

In order to provide my bank account numbers, and routing symbols, **I have included with this signed form a "voided" check from my account.** I hereby authorize and instruct my financial institution to honor these instructions. A "copy" of this authorization shall be deemed as valid as the original.

Do you have multiple water accounts? ☐ Yes ☐ No

Checking Account Number: \_\_\_\_\_ *(Please attach a "voided" check)*

Name of Financial Institution: \_\_\_\_\_

Address of Financial Institution: \_\_\_\_\_  
\_\_\_\_\_

Signature of depositor(s): X \_\_\_\_\_  
X \_\_\_\_\_

Customer Address: \_\_\_\_\_ Heath, Ohio 43056

Phone #: \_\_\_\_\_ Acct. #: \_\_\_\_\_  
(for office use only)